

RFP-11-1
Question/Inquiry Responses
July 8, 2010

Q1. The amount listed as Older Independent Blind on page 20 (\$662,863) is an annual amount which is available in each of the two ensuing contract years, while the ARRA funding (\$728,054) will only be available through the end of FY 2011. Do I have that right?

A1. This is correct

Q2. Under 2.3.2 Respondent's Company Structure
What is the certificate of authority?

A2. A certificate of authority authorizes the foreign corporation to which it is issued to transact business in Indiana. Additional information can be found in IC 23-1-49.

Q3. Under 2.3.4 Integrity of Company Structure and Financial Reporting
Where are the goals and Objectives in the Sarbanes Oxley Act of 2002, H.R.3763?

A3. The Sarbanes Oxley Act of 2002, H.R.3763, is NOT directly applicable to this procurement; however the goal to promote transparency may be used as a guide in the determination of corporate responsibility for financial reports.

Q4. Under 2.3.6 References
Is the letter of applicant included in the transmittal letter?

A4. Please include the letter of applicant as a separate document from the transmittal letter.

Q5. Page 19 of RFP 11-1 indicates that administrative costs cannot exceed 15% of the total budget. Then, on page 21, it says that indirect costs should not exceed 20% of the total cost. Please clarify the difference between administrative and indirect costs and, if they are the same, which percentage is accurate.

A5. For purposes of this RFP, administrative costs should be included as part of indirect costs. When combined, indirect and administrative costs should not exceed 15% of the total budget. It is not acceptable to have 15% of total budget for indirect costs, plus an additional 15% going toward administrative costs. The statement 'Indirect costs should not exceed 20% of the total cost of the allotted grant amount' is an error. It should state that indirect costs should not exceed 15% of the total budget. We apologize for the error.

Q6. On page 20 of the RFP, funding is identified. The OIB amount is what is typically allocated for a one year contract. This RFP calls for a 2 year contract. Will ARRA funds be used for the 2nd year?

A6. Indiana receives an annual OIB federal grant. The 2011 grant award is \$662,863 and we expect a similar award for 2012. In 2011, we have ARRA funding in addition to the annual OIB federal grant.

Q7. Are new/additional OIB funds anticipated for the additional 2 years, if the option to renew is exercised?

A7. The grant dollars are anticipated for every two year cycle. The ARRA money is a one time opportunity.

Q8. What is the baseline funding that the individual proposals will be evaluated on? Is it based on our current funding? If so, how does that affect an expansion of services if requesting an increase in funds? If it is based on the total amount available, could one agency receive the total award?

A8. The base line funding for the grant dollars will be \$200,000.00 for a two year cycle. However, there will be special consideration for additional dollars requested if the proposal justifies a greater extension of services. ARRA dollars will be disbursed according to proposals that reach beyond reoccurring granted catchments areas to provide services in counties that are vastly unserved or underserved.

Q9. Is the contract amount available \$1.4 million for each of two years, or \$700,000 for each year?

A9. The total for all contracts combined for 2011 will not exceed \$662,863 plus ARRA funds of 728,054. The total of all contracts combined for 2012 will be around \$650,000, however the federal grant award amount for 2012 is not known at this time.

Q10. Please clarify the 8% for each MBE and WBE and the pricing structure. If the requirement of 16% is met, will full points be awarded or will it be prorated based on other proposals submitted?

A10. The pricing structure should represent the Total Bid Amount which is the amount from which the %/\$ of subcontracting participation is based. Full points will be awarded to highest participation % in each separate category (MBE & WBE). All other responders will receive points on a prorated basis.

Q11. It appears that organizations with a higher number of employees who are Indiana residents will receive a higher score than small organizations. Or if both organizations have all of their employees identified as Indiana residents, will both score at the same number of points?

A11. An organization with the highest number of proposed Indiana employee's **directly related this** contract will receive a higher score for Indiana Economic Impact (Attachment C).

Q12. What are the reporting requirements for ARRA dollars?

A12. The reporting requirements will be similar to the grant requirements; however there may be additional reporting requirements for ARRA including a quarterly report of staff hours funded with ARRA dollars. This will be further discussed upon contract award.

Q13. How will Performance Measures be identified for each grantee? Will there be the same measures for each award? Will they differ from contract to contract?

A13. The performance measures will be based on the Purpose section 1.3. The tool used to achieve these measures could vary from contract to contract. Performance measures will be negotiated upon notice of contract award.

Q14. How will % of ARRA funds versus % of regular Chapter 2 funds in each contract be determined? Or, should respondents identify a certain percentage of each in their response? For example, for an \$80,000 proposal, should the agency identify \$20,000 in ARRA funds and \$60,000 in regular Chapter 2 funding?

A14. Respondents must clearly identify in the budget the amount of funding requested for OIB grant funds and OIB ARRA funds. Please also review section 2.4 Technical Proposal for guidance on respondent expectations for ARRA funding requests. ARRA funds will only be available for one year, while the federal OIB grant money will be available for the entire contract cycle. ARRA dollars will be determined by the proposal's ability to achieve services in additional catchment areas to the unserved older blind population. ARRA funds will not be awarded based on a percentage, but rather on whether the respondent can expand services to unserved or underserved areas, and to what extent this expansion will occur.